



First Program Year CAPER

The CPMP First Consolidated Annual Performance and Evaluation Report includes Narrative Responses to CAPER questions that CDBG, HOME, HOPWA, and ESG grantees must respond to each year in order to be compliant with the Consolidated Planning Regulations. The Executive Summary narratives are optional.

The grantee must submit an updated Financial Summary Report (PR26).

GENERAL

Executive Summary

This module is optional but encouraged. If you choose to complete it, provide a brief overview that includes major initiatives and highlights that were proposed and executed throughout the first year.

Program Year 1 CAPER Executive Summary response:

Each year, the U.S. Department of Housing and Urban Development (HUD) allocates funding to the Cities of Lafayette and West Lafayette for community development based on a formula calculation. In order to receive funding each year, the Cities developed a five-year plan to assess the needs of the community and establish strategies to address those needs. The City of West Lafayette completed the last plan, beginning in 2010 and ending in 2014. The U.S. Department of Housing and Urban Development provides funding over the five year planning period for housing rehabilitation, rental assistance, emergency shelters, child-care, senior services, infrastructure development and park upgrades. For the 2010 fiscal year, the Cities of Lafayette and West Lafayette received and utilized a number of different types of federal funds to address housing and community development needs.

Table I-I shows the types of funding and amounts the Cities of Lafayette and West Lafayette used in 2010:

<i>Table I-I Funding Resources</i>			
Funding Type	City	Amount	Eligible Activities
Community Development Block Grant	Lafayette	\$702,716	Supply decent housing, expand economic opportunities and provide services for persons earning 80 percent or less of median family income. Eliminate slum and blight.
HOME Investment Partnerships Program	Lafayette (HOME Consortium)	\$987,208	Expand the availability of decent, affordable housing for individuals and families earning 80 percent or less of median family income.
Community Development Block Grant	West Lafayette	\$477,115	Supply decent housing, expand economic opportunities and provide services for persons earning 80 percent or less of median family income. Eliminate slum and blight.

Each City received an allocation of CDBG dollars in 2010, \$477,115 for the City of West Lafayette and \$702,716 for the City of Lafayette. Each City implemented its own planning and application process for the CDBG funds. While non-profit organizations competed for funds toward social services and small housing projects, the Cities organized and implemented larger housing projects with in-house staff. Larger projects included the funding of façade projects, infrastructure improvement and large repair projects for homeowners. Both Cities targeted their geographic incorporated areas for CDBG funding.

The Cities of Lafayette and West Lafayette partnered in a formal organization known as the HOME Consortium. The HOME Consortium received \$987,208 of HOME dollars in 2010. With the use of funds from previous years and program income, the Consortium had \$1,023,342.10 to spend in the 2010 fiscal year. Along with Lafayette and West Lafayette, the incorporated township of Battle Ground and the unincorporated areas of Tippecanoe County worked to serve the residents in a broader area. The Board for the consortium is made up of the Mayors from Lafayette and West Lafayette and the Tippecanoe County Commissioner. The Clerk Treasurer of the Town of Battle Ground is also included in notices about the consortium, but does not hold a vote on the Board. The City of Lafayette staff is responsible for implementing the decisions of the HOME consortium's Board as well as all administrative duties associated with the HOME funding. Reports, analysis and information regarding the HOME funding are produced by the City of Lafayette.

This is the Consolidated Annual Performance and Evaluation Report (CAPER) for the 2010 fiscal year, covering the programs and projects that took place between July 1, 2010 and June 30, 2011. The CAPER reports the progress, accomplishments, funding spent and people served by the programs funded with CDBG dollars giving to the city of West Lafayette.

General Questions

1. Assessment of the one-year goals and objectives:
 - a. Describe the accomplishments in attaining the goals and objectives for the reporting period.
 - b. Provide a breakdown of the CPD formula grant funds spent on grant activities for each goal and objective.
 - c. If applicable, explain why progress was not made towards meeting the goals and objectives.
2. Describe the manner in which the recipient would change its program as a result of its experiences.
3. Affirmatively Furthering Fair Housing:
 - a. Provide a summary of impediments to fair housing choice.
 - b. Identify actions taken to overcome effects of impediments identified.
4. Describe Other Actions in Strategic Plan or Action Plan taken to address obstacles to meeting underserved needs.
5. Leveraging Resources
 - a. Identify progress in obtaining "other" public and private resources to address needs.
 - b. How Federal resources from HUD leveraged other public and private resources.
 - c. How matching requirements were satisfied.

Program Year 1 CAPER General Questions response:

The Cities of Lafayette and West Lafayette worked together to begin the new Consolidated Plan and its first-year goals for 2010. The Cities worked toward goals centered on housing, emergency shelter needs, public or social services and infrastructure development. Over the past five years, the City of West Lafayette focused on the public service and minor housing renovation goals that met the changing needs in the community. Demand for emergency services and minor repair work for homeowners increased with the change in economy in the previous two years. The following tables show the one-year accomplishments as of June 30, 2011 for the City of West Lafayette. Other goals set and accomplished by the HOME Consortium are reported by the City of Lafayette.

1. Stabilize homeownership within West Lafayette.

Strategy	One-Year Goal	2010 Actual
Provide repairs for homeowners who are unable to save for large repairs, targeting households under 80 percent of the area median income.	12 units	8 units
Rehabilitate homes for homeownership within CHDO service areas to balance against increasing student housing and other rental housing.	3 units	0 units
Assist with lead-based paint testing and abatement of lead-based paint from homes with small children via home repair.	1 households	0 households

2. Encourage responsible rental unit creation and maintenance.

Strategy	One-Year Goal	2010 Actual
Form a partnership with Purdue University to create additional, stable student housing to meet increasing demand.	Meet Quarterly	4 Meetings
Provide tenant counseling to educate tenants on rights in foreclosure of homes and legal responsibilities for caring for the home.	Host one meeting annual	0 Meetings

3. Support programs that educate neighbors on what to do to help neighbors who are now homeless or at risk of homelessness.

Strategy	One-Year Goal	2010 Actual
Continue participation in the Homelessness Intervention and Prevention Network (HIPN) monthly meetings to meet this goal.	Monthly meetings	12 Meetings

4. Support the needs of people living with HIV/AIDS and their families.

Strategy	One-Year Goal	2010 Actual
Form a partnership with local service providers to access funding that will support services and housing for persons living with HIV/AIDS	Find 1 additional funding resource	Found no additional funding resource

5. Support social services that meet the basic needs of low income families and households.

Strategy	One-Year Goal	2010 Actual
Support social service programs that provide case management and other supportive services for low to moderate income households	3,934 people	3,989 people

6. Improve public infrastructure and public facilities.

Strategy	One-Year Goal	2010 Actual
Increase the number of ramps and curb cutouts on public streets to comply with the Americans with Disabilities Act.	20 people	0 people
Improve public alleys in low to moderate-income neighborhoods.	40 people	0 people

7. Encourage economic development activities.

Strategy	One-Year Goal	2010 Actual
Assist businesses with façade renovations	1 business	0 business

The final goal does not have specific measurable outputs. This goal instead addresses the desire of the city of West Lafayette to continue its working relationship with the city of Lafayette and improve upon the current coordination efforts. Below is the goal, strategies, objective, and outcome.

8. Improve administration and coordination between the cities of Lafayette and West Lafayette.

Strategy
Coordinate public meetings to compliment each other's Consolidated Planning efforts and utilize all meetings as a way to provide citizen input to each other's plans
Coordinate volunteer efforts to help both communities and reach all low to moderate income census tracts
Develop stronger relationships with other HUD entitlement cities to share ideas and expertise. Use this network on a bi-annual basis to improve efforts in the local community.

The City of West Lafayette did not meet its goals in many areas. Infrastructure, façade and housing goals were the areas in which activity was slow or did not take place; however, the public service related goals were met and even exceeded. Some obstacles the City of West Lafayette towards the implementation of the construction related goals included:

- Arrival of 2010 funds comes in August, at the end of construction season – often too late to plan and implement new projects,
- Fiscal year ends in June, at the beginning of outdoor construction season – often too early to complete a project implemented after the rainy spring is concluding,
- Emergency repairs in other parts of the city causing delays in other projects that are shovel ready, and
- Continued negotiations between private and public partners to ensure the best use of funds is accomplished.

Through all of these challenges, the staff from the City of West Lafayette has been in constant contact with their representative from HUD. Conversations between the two parties have included methods for improving negotiations in private/public partnerships and creating more efficient ways to implement the grant programs while creating more consistency for following federal regulations.

The City of West Lafayette allocated 15 percent of its CDBG allocation toward public services, homelessness prevention, child-care subsidies, case management services, healthcare referrals and senior services. Over \$55,200 was spent to help 3,989 individuals through the use of public services. Ninety six percent of those individuals earned less than 30 percent of the area median family income.

The City of West Lafayette spent \$37,547 of CDBG dollars on housing initiatives. The CDBG dollars were targeted in the West Lafayette neighborhood of New Chauncey, whereas the HOME dollars were targeted to all areas of the HOME Consortium. New Chauncey assisted eight households with minor or emergency repairs.

The City of West Lafayette allocated \$215,548 towards the repair and replacement of infrastructure, including the repair of Gumball Alley. Due to unforeseen obstacles, none of the projects had been implemented during the 2010 fiscal year. A new city engineer is currently working to implement those projects. Accomplishments will be reported in 2011 on the residents and communities benefiting from those projects.

With a fixed limit of funds, the City of West Lafayette had to choose which activities would best meet the needs of the community. CDBG funds can be used for a variety of activities; however, demand for essential services and homelessness prevention services increased over the past five years. The City of West Lafayette attributes the higher demand for services compared with five years ago to the recession and the changing housing market. While the City of West Lafayette has one of the lowest unemployment rates in the state of Indiana, it is higher than five years ago when the initial five-year goals were set. As a result, services to help those who have lost jobs, cannot find work or have lost their homes have received greater priority than in the past.

The U.S. Department of Housing and Urban Development requires that all programs and projects work towards three main objectives:

- 1) Decent affordable housing;
- 2) Suitable living environments; and
- 3) Economic opportunity.

Of those objectives, the outcomes can be measured by increasing the affordability, availability or sustainability. Table I-III outlines the one-year accomplishments by objective and outcome.

<i>Table I-III Accomplishments by Objective</i>	
Outcome/Objective	Sum of 2010 Accomplishment
<i>Decent Affordable Housing</i>	8
Affordability	0
Availability	0
Sustainability	8
<i>Economic Opportunity</i>	0
Sustainability	0
<i>Suitable Living Environment</i>	3,989
Availability	3,989
Sustainability	0
<i>Grand Total</i>	3,997

Overall, the programs funded in the previous year have met the needs of the community. Through New Chauncey Housing, Inc., the City of West Lafayette helped 8 homeowners with minor repairs to their homes and provided social services to 3,989 people. An additional home was purchased for rehabilitation by New Chauncey Housing, Inc. with 2009 funds but still remains for sale. The following units have been purchased in previous years but still remain for sale:

- 109 Smiley
- 1222 N Salisbury
- 411 North Meridian

While progress has been made toward meeting many of the community's needs, domestic violence victims' needs remain underserved. Fresh Start is a program that specifically addresses the housing needs of domestic violence victims. The HOME Consortium worked to meet the needs of this underserved population through the Tenant Based Rental Assistance Program. Four households received rental subsidy to find a safe place to live in 2010. Through the HOME Consortium, the Cities of West Lafayette is able to help a part of the community whose needs are underserved.

Beyond the traditional programs funded, the City of West Lafayette and the City of Lafayette have worked together to encourage and support fair housing initiatives. Over the past year the Cities have worked to educate the public about fair housing and what it means. They have supported public outreach seminars by local Community Housing and Development Organizations and partnered with other agencies to distribute fair housing pamphlets to residents. In March 2010, the Cities of West Lafayette and Lafayette hired an independent consultant to conduct an Analysis of Impediments to Fair Housing Choice. The goals and initiatives set forth in the new analysis document were implemented starting fiscal year 2010. Table I-IV lists all the accomplishments towards fair housing initiatives.

Table I-IV Fair Housing Accomplishments

Area in Need of Improvement	Impediment/Obstacle	Resolution/Outcome	Date to be Completed	Date Accomplished
Compliance Data	The general population is not aware of fair housing issues or where to file complaints.	Provide user friendly information brochures and distribute through community housing development and social service agencies.	On-going: 2010-2014	Distributed new brochures to local agencies in 2010
Community Input	The general population, particularly the minority population, is not fully educated in the home buying process.	Support homeownership training classes.	On-going: 2010-2014	No Action Taken
Compliance Data	The recently updated Comprehensive Plan for the cities of West Lafayette and Lafayette does not lists fair housing choice as a goal or vision for the city.	Include a vision within the Comprehensive Plan before final adoption to include fair housing.	2010 Fiscal Year	2010 Fiscal Year
Community Input	Though undocumented, some landlords are unclear on the protected classes as part of the fair housing acts, particularly familial status.	Provide education seminars to landlords and tenants to help facilitate understanding about the requirements of fair housing and each party's responsibilities.	On-going: 2010-2014	No Action Taken
Housing Profile	Racial disparities are prominent in the number of denials for home loans.	Contribute to the professional publications, such as those with local real estate groups to encourage fair housing practices and emphasize the importance of fair housing choice.	On-going: 2010-2014	No Action Taken

The aforementioned programs cannot be funded by CDBG funds alone. These funds do not match the need for services. As a result, the community must fundraise and leverage other funds to meet the needs of the community. All public service agencies have other funding sources, public and private, to address their needs. Many of the homeless providers apply for Emergency Shelter Grants and Continuum of Care grants through the State of Indiana, Emergency Food and Shelter Grants through the Federal Emergency Management Agency and private dollars through the United Way of Greater Lafayette.

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While they did not meet their set targets for 2010, they have exceeded previous plan goals, a testament to how aggressive their current goals are. The 2009 fiscal year was a year of projects set by previous employees and only implemented by the current staff. Not satisfied with the outcome of the previous five years, the current staff implemented a more specific five-year plan to cover the years 2010-2014. Not only did the plan outline more specific goals to address the needs in the community, it offered a broader range of activities to cover. The 2010 fiscal year, the first year of that five-year plan, involved the current staff from beginning to finish. It also covered many of the activities in the five-year plan. The staff is encouraged by the first year results, understanding the full range of challenges and successes city staffs face during the year. The 2011 fiscal year will

involve prioritizing which goals need addressed first and working closely with agencies and in-house departments to implement their projects.

Managing the Process

1. Describe actions taken during the last year to ensure compliance with program and comprehensive planning requirements.

Program Year 1 CAPER Managing the Process response:

Every five years, the Cities of West Lafayette must complete an analysis and strategic plan for housing and community development funding called the Consolidated Plan. The 2010 Fiscal Year was the first year of the 2010-2014 Consolidated Plan. The City of West Lafayette began implementing new goals and strategies to address the needs of the community. It was also the first year to implement recommendations from the new Analysis of Impediments to Fair Housing Choice.

As such, the new Consolidated Plan brought a new process to the administration of the Community Development Block Grant Funds. Beyond implementing new goals and strategies, the City of West Lafayette utilized a new electronic planning software called the Consolidated Plan Management Process. The files are Microsoft Word and Excel documents containing narratives, project worksheets and needs analysis. These files work together to outline the needs of the community and set clear-cut goals for addressing those needs during the 2010-2014 fiscal years. The files also ensure that as the two cities implement their programs and amend any of the documents, they do so in full compliance with the Consolidated Planning regulations set by HUD. While this document is the last piece of the first year of funding, the implementation of the new Consolidated Plan Management Process has been a marked success. Documents have

been easily accessible and electronic files have been easily updated from budgeted to actual amounts.

The City of West Lafayette outlined goals that are SMART goals: specific, measurable, achievable, realistic and time-bound. They are user-friendly and easily measured accomplishments against over the five-year period. In the previous year, the City of West Lafayette only found one instance in which the goals needed to be amended as the staff wanted to include additional project areas for funding, such as public facilities. On the whole, the more specified goals have enabled the City of West Lafayette to target areas for funding and utilize the continually shrinking funds more efficiently.

Citizen Participation

1. Provide a summary of citizen comments.
2. In addition, the performance report provided to citizens must identify the Federal funds made available for furthering the objectives of the Consolidated Plan. For each formula grant program, the grantee shall identify the total amount of funds available (including estimated program income), the total amount of funds committed during the reporting period, the total amount expended during the reporting period, and the geographic distribution and location of expenditures. Jurisdictions are encouraged to include maps in describing the geographic distribution and location of investment (including areas of minority concentration). The geographic distribution and expenditure requirement may also be satisfied by specifying the census tracts where expenditures were concentrated.

*Please note that Citizen Comments and Responses may be included as additional files within the CPMP Tool.

Program Year 1 CAPER Citizen Participation response:

The City of West Lafayette released the 2010 Consolidated Annual Performance and Evaluation Report (CAPER) for comment on September 14, 2011 for a period of 15 days. A copy of the legal ad for the public comment period is included in Appendix A. This document has been provided in the Community Development office for public comment as well as been available for comment via the website for the City of West

Lafayette.

Insert Comments here....

Institutional Structure

1. Describe actions taken during the last year to overcome gaps in institutional structures and enhance coordination.

Program Year 1 CAPER Institutional Structure response:

The implementation of the CDBG grant involves a tremendous amount of coordination between private and public agencies. Because of the close proximity of the two cities, the Cities of West Lafayette and Lafayette naturally affect each other's ability to implement and balance community development. The Cities of West Lafayette and Lafayette continued to work together to implement the first year of the 2010-2014 Consolidated Plan. While each city held its own public input meetings and application process, the staff from each city worked together to fill the funding gaps of local social service programs and housing developments.

The two cities receive one HOME grant, but have received separate CDBG grants, as well as other funding resources. In an effort to help the various agencies service the entire area, the Cities of West Lafayette and Lafayette worked together to ensure the needs of the entire community were met. This includes providing awards to fill funding gaps when possible, consulting the provisions of contracts to streamline claims for both cities, which eased the administrative burden placed on grantees receiving two different grants from two different city administrators.

The City of West Lafayette worked diligently to address all the regulations, particularly those concerns raised by the U.S. Department of Housing and Urban Development. Primary concerns included having uniform policies and procedures in place for the recipients to follow as well as in-house staff to follow. Many of the project sponsors receive funding from both cities, yet the contracts may conflict with each other or policies of the cities may be in conflict. The City of West Lafayette staff has begun working to share the reports it receives with the City of Lafayette. Examples of this sharing include the program income reports and this reporting document. In the coming years, the City of West Lafayette will continue to expand its coordination to include monitoring, general operating procedures and reporting.

Monitoring

1. Describe how and the frequency with which you monitored your activities.
2. Describe the results of your monitoring including any improvements.
3. Self Evaluation
 - a. Describe the effect programs have in solving neighborhood and community problems.
 - b. Describe progress in meeting priority needs and specific objectives and help make community's vision of the future a reality.
 - c. Describe how you provided decent housing and a suitable living environment and expanded economic opportunity principally for low and moderate-income persons.
 - d. Indicate any activities falling behind schedule.
 - e. Describe how activities and strategies made an impact on identified needs.
 - f. Identify indicators that would best describe the results.
 - g. Identify barriers that had a negative impact on fulfilling the strategies and overall vision.
 - h. Identify whether major goals are on target and discuss reasons for those that are not on target.
 - i. Identify any adjustments or improvements to strategies and activities that might meet your needs more effectively.

Program Year 1 CAPER Monitoring response:

The City of West Lafayette continued its monitoring process during the 2010 fiscal year. Each year the City of West Lafayette monitors its grant recipients to measure their project or program progress. The outcomes and outputs accomplished by the outside agencies help the City move toward the annual goals set by the 2010 Action Plan.

One of the biggest changes in 2010 was the improvement to monitoring procedures. Previously, the staff from the City of West Lafayette would visit an agency for the monitoring visit only. In 2010, the staff began issuing follow-up letters for every agency, regardless of the outcome of the monitoring visit. Each agency has clear instruction to respond to findings or concerns issued by city staff. Or, the agency has written documentation of a clean monitoring visit.

Staff members conduct an on-site visit at least once per year with more frequent monitoring via quarterly reports and reimbursement requests. The monitoring includes review of policies and procedures, outcomes and output measurements, financial statements and client files. Staff worked to ensure all programs are conducted and administered with integrity and comply with all federal, local and state regulations.

The City of Lafayette monitors all programs funded with HOME funds on behalf of West Lafayette. HOME funded programs and rental projects with additional compliance periods are monitored on an annual basis for the period of affordability set by each project contract. Tenants and apartment managers submit annual compliance reports to verify income of tenants and rents to ensure affordability. Homeowners are required to verify residency. In both instances, the annual monitoring helps the City of Lafayette ensure that the long-term benefit of the development is affordable, decent housing.

Funds in the previous year have primarily helped the community combat the problems of the current recession. While the prices of homes have continued to decline in the area, the need for affordable housing continues to rise. With the proximity of Purdue University, the demand for rental housing by students continues to increase and push affordable homeownership away from the core areas of the City and the University. CDBG and HOME Investment Partnerships funds have been invested in these areas to help preserve affordable housing, both for homeownership and rental, for families wishing to live closer to the amenities and services available in the core parts of Lafayette and West Lafayette. Tenant Based Rental Assistance has been an aid to families unable to afford the higher rental prices driven by the demand of student housing. Over the past year, the HOME Consortium has helped 17 households become new homeowners in newly constructed/rehabilitated homes, 13 renters with tenant based rental assistance and 4 new homeowners with down payment assistance.

Despite the recession, economic opportunities are more available in the West Lafayette area than the rest of the state, driven by the demand for services needed by Purdue University. The unemployment average as of July 2011 is 8.1 percent, still below the State average of 8.5 percent. The Cities of Lafayette and West Lafayette utilize their CDBG funds to cultivate an environment friendly for businesses. This includes infrastructure development, community facility investment, façade improvements and microbusiness enterprise development. Over the past year, both cities have repaired 1,059 linear feet of sidewalks, 9 handicap accessible ramps and 1,348 linear feet of curb in the St. Lawrence McCallister Neighborhood, benefiting 1,190 people.

One of the major limitations to the cities' ability to achieve its goals is funding. Both cities must work with their community partners to seek outside funding to complete their projects. This can slow or stall work toward the goals of the five-year plan. Continued reduction in CDBG funding has preventing some service agencies meeting the demand of so many people needing social services.

Another obstacle to the implementation of the goals has been staff turnover within the City of West Lafayette. Both employees charged with the implementation of CDBG funds completed their first year of employment in these positions during the 2010 fiscal year. As such, many of the regulations were new to staff and the City of West Lafayette received one finding and three concerns from the U.S. Department of Housing and Urban Development (HUD). As previously mentioned, the concerns issued revolve around implementing operating policies and procedures. This ensures transition between years, staff and grant recipients will remain seamless. At the publication date of this document, September 14, 2011, all issues noted by HUD had been resolved.

Lead-based Paint

1. Describe actions taken during the last year to evaluate and reduce lead-based paint hazards.

Program Year 1 CAPER Lead-based Paint response:

The City of West Lafayette continued to support the lead paint program at the Tippecanoe County Health Department by taking on referrals to receive repairs or lead abatement/renovation through the Community Development Block Grant (CDBG) program. The City followed the U.S. Department of Housing and Urban Development

(HUD) rules for addressing lead based paint hazards when utilizing CDBG and other grant money to fund repairs.

HOUSING

Housing Needs

*Please also refer to the Housing Needs Table in the Needs.xls workbook.

1. Describe Actions taken during the last year to foster and maintain affordable housing.

Program Year 1 CAPER Housing Needs response:

The City of West Lafayette allocated \$90,000 of 2010 CDBG funds and spent \$37,547 of 2010 CDBG dollars towards housing revitalization. In addition, West Lafayette spent \$231,281 of program income towards housing projects. The CDBG dollars were targeted in West Lafayette neighborhood of New Chauncey. New Chauncey assisted 8 homeowners with repairs to their homes. The City of West Lafayette implemented the remaining housing initiative through the HOME program and the HOME Consortium. Reports on those initiatives are included as part of the City of Lafayette Consolidated Annual Performance and Evaluation Report.

Specific Housing Objectives

1. Evaluate progress in meeting specific objective of providing affordable housing, including the number of extremely low-income, low-income, and moderate-income renter and owner households comparing actual accomplishments with proposed goals during the reporting period.
2. Evaluate progress in providing affordable housing that meets the Section 215 definition of affordable housing for rental and owner households comparing actual accomplishments with proposed goals during the reporting period.
3. Describe efforts to address "worst-case" housing needs and housing needs of persons with disabilities.

Program Year 1 CAPER Specific Housing Objectives response:

Because of West Lafayette's proximity with Purdue University, the demand for rental housing is high. The demand pushes the homeowners away from the core center of the

city. To combat the outward movement of homeownership and revitalize the core centers of West Lafayette and Lafayette, housing development funded by the CDBG and HOME programs is targeted towards homeowners and homeownership. The following tables show the housing efforts of West Lafayette with its CDBG funds towards the one-year goals set in the 2010 Action Plan. One hundred percent of the recipients were homeowners. HOME fund accomplishments are reported by the City of Lafayette.

1. Stabilize homeownership within West Lafayette.

Strategy	One-Year Goal	Actual
Provide repairs for homeowners who are unable to save for large repairs, targeting households under 80 percent of the area median income.	12 units	8 Units
Rehabilitate homes for homeownership within CHDO service areas to balance against increasing student housing and other rental housing.	3 units	0 Units
Assist with lead-based paint testing and abatement of lead-based paint from homes with small children via home repair.	1 households	0 households

2. Encourage responsible rental unit creation and maintenance.

Strategy	One-Year Goal	Actual
Form a partnership with Purdue University to create additional, stable student housing to meet increasing demand.	Meet Quarterly	4 Meetings
Provide tenant counseling to educate tenants on rights in foreclosure of homes and legal responsibilities for caring for the home.	Host one meeting annual	0 Meetings

The majority of households receiving assistance in 2010 earned 51-80 percent of the area median family income. Table I-V shows the housing beneficiaries by income level:

<i>Table I-V West Lafayette CDBG Beneficiaries</i>	31-50% MFI	51-80% MFI
Homeowners	3	5

Families and households experiencing foreclosure or eviction were served by public service agencies that work with the homeless. These agencies are equipped with the knowledge and resources to help people in the “worst-case” scenario and can connect them to services they may require in addition to housing.

Public Housing Strategy

1. Describe actions taken during the last year to improve public housing and resident initiatives.

Program Year 1 CAPER Public Housing Strategy response:

The Lafayette Housing Authority only provides Section 8 Vouchers as part of its programming. The HOME Consortium continued its support of the voucher program with Tenant Based Rental Assistance for 10 households.

Section 8 vouchers, from the U.S. Department of Housing and Urban Development (HUD) allow households to access housing that would not be affordable to them. The household pays 30 percent of their gross monthly income and the voucher pays the remainder of the rent owed to the landlord. This program benefits 1,231 people and 1,017 people are waiting for a voucher. The Lafayette Housing Agency estimates that a household will have to wait 13-18 months to receive a voucher. Because the Lafayette Housing Authority is only allotted an annual amount, a household must “graduate” to self-sufficiency and/or move to another location to free up a voucher for someone on the waiting list.

Tenant Based Rental Assistance works in the same manner as the basic Section 8 Housing Choice voucher program. Funding for this program is provided by the HOME

funds awarded by the HOME Consortium and administered by the city of Lafayette. These funds help close the gap on the waiting list by providing assistance for one year before a Section 8 Housing Choice Voucher becomes available for the household. This program enabled 13 households to come off the waiting list early and receive assistance during the 2010 fiscal year.

Barriers to Affordable Housing

1. Describe actions taken during the last year to eliminate barriers to affordable housing.

Program Year 1 CAPER Barriers to Affordable Housing response:

As reported in previous years, local regulations and policies have little effect on the affordability of housing. However, West Lafayette continues to monitor all applicable county and city regulations to spot potential barriers. The City has also worked on the following initiatives to be implemented in the next year:

- Overcome financial barriers by seeking additional resources to create concentrated redevelopment in the urban core;
- Attract for-profit developers to partner with not for profit housing development agencies for future development, specifically with the Neighborhood Stabilization Program; and
- Build projects without long-term debt to help fund operations and maintenance of property.

HOME/ American Dream Down Payment Initiative (ADDI)

1. Assessment of Relationship of HOME Funds to Goals and Objectives

- a. Evaluate progress made toward meeting goals for providing affordable housing using HOME funds, including the number and types of households served.
2. HOME Match Report
 - a. Use HOME Match Report HUD-40107-A to report on match contributions for the period covered by the Consolidated Plan program year.
3. HOME MBE and WBE Report
 - a. Use Part III of HUD Form 40107 to report contracts and subcontracts with Minority Business Enterprises (MBEs) and Women's Business Enterprises (WBEs).
4. Assessments
 - a. Detail results of on-site inspections of rental housing.
 - b. Describe the HOME jurisdiction's affirmative marketing actions.
 - c. Describe outreach to minority and women owned businesses.

Program Year 1 CAPER HOME/ADDI response:

The accomplishments as part of the HOME Consortium are reported in the 2010-2011 Consolidated Annual Performance and Evaluation Report for the City of Lafayette.

HOMELESS

Homeless Needs

*Please also refer to the Homeless Needs Table in the Needs.xls workbook.

1. Identify actions taken to address needs of homeless persons.
2. Identify actions to help homeless persons make the transition to permanent housing and independent living.
3. Identify new Federal resources obtained from Homeless SuperNOFA.

Program Year 1 CAPER Homeless Needs response:

To address homelessness, the City of West Lafayette used a two-prong approach. The first method was to address homelessness at the local level. The second method is to participate in homelessness prevention at the state level and participate in the Balance of State Continuum of Care. Through the State of Indiana, the region can address the homeless problem with a housing first approach and access federal resources directed specifically to homelessness.

At the local level, the Cities of Lafayette and West Lafayette participate on the Homelessness Intervention and Prevention Network (HIPN) that include service providers, non-profit housing developers, private foundations, and the Lafayette Housing Authority. Twenty-one people, representing various local organizations, meet on a monthly basis to coordinate efforts of each of the agencies and grantors as well as address new needs of the homeless population. Some of the initiatives the HIPN are working toward include

- Developing a winter contingency plan to meet the needs of all homeless individuals

- Easing restrictions on some shelters and ensuring emergency shelters and homeless providers meet the needs of all homeless sub-populations
- Advocating for individuals who need homelessness services but may not meet the federal definition of homelessness because they share residences with friends or family
- Connecting individuals utilizing services to other services that may be of assistance
- Coordinating efforts to ensure an entire Continuum of Care, from the streets to permanent housing, is in place
- Following the “housing first” plan of the state-wide Continuum of Care to provide permanent housing, including permanent supportive housing for the chronically homeless
- Seeking alternative sources to support the agencies that serve the homeless population in the area

By its involvement with HPIN, the City of West Lafayette accomplished its goal as related to homeless services.

1. Support programs that educate neighbors on what to do to help neighbors who are now homeless or at risk of homelessness.

Strategy	One-Year Goal	2010 Actual
Continue participation in the Homelessness Intervention and Prevention Network (HIPN) monthly meetings to meet this goal.	Monthly meetings	12 Meetings

Through the use of CDBG funds, the City of West Lafayette provided 1,022 overnight stays at local shelters and assisted 17 victims of domestic violence. West Lafayette awarded \$14,284 to shelters providing overnight stays to homeless individuals. It also

awarded \$9,263 to transitional housing programs that provided case management services as part of their service delivery for homeless individuals and households. Service providers offered help to 777 individuals in coordination with transitional housing programs.

Specific Homeless Prevention Elements

1. Identify actions taken to prevent homelessness.

Program Year 1 CAPER Specific Housing Prevention Elements response:

While the demand for emergency shelters and services for the homeless continues, the City of West Lafayette also funded programs that help prevent homelessness. In the 2009, the City of West Lafayette provided case management services to 79 people, serving 487 people over the past five years. Case management services include counseling, financial advisory and budgeting services, social services and health services referrals and employment training and placement referrals. The case management services are targeted toward the needs of the individuals and work toward self-sufficiency. To reach more people in 2010, the City of West Lafayette expanded its services to include supportive services in highest demand by its lowest income residents. Services include food assistance, childcare and health services. All of these services are necessary for low-income families to overcome obstacles to their self-sufficiency but are often some of the greatest expenses they incur, next to housing.

The City of West Lafayette funded the operations of two food assistance service agencies. By providing \$5,779 of CDBG funding, these two agencies were able to assist 2,025 families with food help.

The City of West Lafayette also funded programs such as Tippecanoe Child Care Subsidies where funds are utilized to help low- to moderate-income families pay for child care while the parents are at work or school. This program helps families remain in their jobs or continuing their education when child care is an expense that can often prevent people from going to work or school. Twelve people received assistance with their child care needs during fiscal year 2010.

Other services funded with CDBG dollars include health referral services by the Riggs Community Health Center. The Riggs Community Health Center provided an additional 19 people in West Lafayette with referrals for low cost or no cost health care over the 2010 fiscal year. More than 140 community specialists have made arrangements to provide care to a limited number of patients in their offices. The health care referral program is the sole provider of comprehensive coordinated health referral services for low-income residents of the community.

These programs have enabled low-income families to access services that are more accessible at higher incomes, while continuing to work or attend school. They enabled the families to be self-sufficient during the last year.

Emergency Shelter Grants (ESG)

1. Identify actions to address emergency shelter and transitional housing needs of homeless individuals and families (including significant subpopulations such as those living on the streets).
2. Assessment of Relationship of ESG Funds to Goals and Objectives
 - a. Evaluate progress made in using ESG funds to address homeless and homeless prevention needs, goals, and specific objectives established in the Consolidated Plan.
 - b. Detail how ESG projects are related to implementation of comprehensive homeless planning strategy, including the number and types of individuals and persons in households served with ESG funds.

3. Matching Resources
 - a. Provide specific sources and amounts of new funding used to meet match as required by 42 USC 11375(a)(1), including cash resources, grants, and staff salaries, as well as in-kind contributions such as the value of a building or lease, donated materials, or volunteer time.
4. State Method of Distribution
 - a. States must describe their method of distribution and how it rated and selected its local government agencies and private nonprofit organizations acting as subrecipients.
5. Activity and Beneficiary Data
 - a. Completion of attached Emergency Shelter Grant Program Performance Chart or other reports showing ESGP expenditures by type of activity. Also describe any problems in collecting, reporting, and evaluating the reliability of this information.
 - b. Homeless Discharge Coordination
 - i. As part of the government developing and implementing a homeless discharge coordination policy, ESG homeless prevention funds may be used to assist very-low income individuals and families at risk of becoming homeless after being released from publicly funded institutions such as health care facilities, foster care or other youth facilities, or corrections institutions or programs.
 - c. Explain how your government is instituting a homeless discharge coordination policy, and how ESG homeless prevention funds are being used in this effort.

Program Year 1 CAPER ESG response:

Not Applicable to the City of West Lafayette.

COMMUNITY DEVELOPMENT

Community Development

*Please also refer to the Community Development Table in the Needs.xls workbook.

1. Assessment of Relationship of CDBG Funds to Goals and Objectives
 - a. Assess use of CDBG funds in relation to the priorities, needs, goals, and specific objectives in the Consolidated Plan, particularly the highest priority activities.
 - b. Evaluate progress made toward meeting goals for providing affordable housing using CDBG funds, including the number and types of households served.
 - c. Indicate the extent to which CDBG funds were used for activities that benefited extremely low-income, low-income, and moderate-income persons.
2. Changes in Program Objectives
 - a. Identify the nature of and the reasons for any changes in program objectives and how the jurisdiction would change its program as a result of its experiences.
3. Assessment of Efforts in Carrying Out Planned Actions
 - a. Indicate how grantee pursued all resources indicated in the Consolidated Plan.
 - b. Indicate how grantee provided certifications of consistency in a fair and impartial manner.
 - c. Indicate how grantee did not hinder Consolidated Plan implementation by action or willful inaction.
4. For Funds Not Used for National Objectives
 - a. Indicate how use of CDBG funds did not meet national objectives.
 - b. Indicate how did not comply with overall benefit certification.
5. Anti-displacement and Relocation – for activities that involve acquisition, rehabilitation or demolition of occupied real property
 - a. Describe steps actually taken to minimize the amount of displacement resulting from the CDBG-assisted activities.
 - b. Describe steps taken to identify households, businesses, farms or nonprofit organizations who occupied properties subject to the Uniform Relocation Act or Section 104(d) of the Housing and Community Development Act of 1974, as amended, and whether or not they were displaced, and the nature of their needs and preferences.
 - c. Describe steps taken to ensure the timely issuance of information notices to displaced households, businesses, farms, or nonprofit organizations.
6. Low/Mod Job Activities – for economic development activities undertaken where jobs were made available but not taken by low- or moderate-income persons
 - a. Describe actions taken by grantee and businesses to ensure first consideration was or will be given to low/mod persons.
 - b. List by job title of all the permanent jobs created/retained and those that were made available to low/mod persons.
 - c. If any of jobs claimed as being available to low/mod persons require special skill, work experience, or education, provide a description of steps being taken or that will be taken to provide such skills, experience, or education.

7. Low/Mod Limited Clientele Activities – for activities not falling within one of the categories of presumed limited clientele low and moderate income benefit
 - a. Describe how the nature, location, or other information demonstrates the activities benefit a limited clientele at least 51% of whom are low- and moderate-income.
8. Program income received
 - a. Detail the amount of program income reported that was returned to each individual revolving fund, e.g., housing rehabilitation, economic development, or other type of revolving fund.
 - b. Detail the amount repaid on each float-funded activity.
 - c. Detail all other loan repayments broken down by the categories of housing rehabilitation, economic development, or other.
 - d. Detail the amount of income received from the sale of property by parcel.
9. Prior period adjustments – where reimbursement was made this reporting period for expenditures (made in previous reporting periods) that have been disallowed, provide the following information:
 - a. The activity name and number as shown in IDIS;
 - b. The program year(s) in which the expenditure(s) for the disallowed activity(ies) was reported;
 - c. The amount returned to line-of-credit or program account; and
 - d. Total amount to be reimbursed and the time period over which the reimbursement is to be made, if the reimbursement is made with multi-year payments.
10. Loans and other receivables
 - a. List the principal balance for each float-funded activity outstanding as of the end of the reporting period and the date(s) by which the funds are expected to be received.
 - b. List the total number of other loans outstanding and the principal balance owed as of the end of the reporting period.
 - c. List separately the total number of outstanding loans that are deferred or forgivable, the principal balance owed as of the end of the reporting period, and the terms of the deferral or forgiveness.
 - d. Detail the total number and amount of loans made with CDBG funds that have gone into default and for which the balance was forgiven or written off during the reporting period.
 - e. Provide a List of the parcels of property owned by the grantee or its subrecipients that have been acquired or improved using CDBG funds and that are available for sale as of the end of the reporting period.
11. Lump sum agreements
 - a. Provide the name of the financial institution.
 - b. Provide the date the funds were deposited.
 - c. Provide the date the use of funds commenced.
 - d. Provide the percentage of funds disbursed within 180 days of deposit in the institution.
12. Housing Rehabilitation – for each type of rehabilitation program for which projects/units were reported as completed during the program year

- a. Identify the type of program and number of projects/units completed for each program.
 - b. Provide the total CDBG funds involved in the program.
 - c. Detail other public and private funds involved in the project.
13. Neighborhood Revitalization Strategies – for grantees that have HUD-approved neighborhood revitalization strategies
- a. Describe progress against benchmarks for the program year. For grantees with Federally-designated EZs or ECs that received HUD approval for a neighborhood revitalization strategy, reports that are required as part of the EZ/EC process shall suffice for purposes of reporting progress.

Program Year 1 CAPER Community Development response:

The City of West Lafayette CDBG program funded four basic areas, infrastructure improvement, housing renovation, public services and administration. Administration is limited to 20 percent of the total annual allocation and public services are limited to 15 percent of the total annual allocation. The remaining funds may be used for other brick and mortar types of projects, but must benefit low- to moderate-income individuals or neighborhoods with a majority of its residents who are low- to moderate-income earners. Table I-VI shows the 2010 allocations and balances for each project. No changes or amendments have been made to these allocations.

Table I-VI 2010 CDBG Funded Projects

Project	Funded Amount	Draw In Amount	Balance	Total Served
Infrastructure Projects:				
Curbs and Sidewalks	\$190,548	\$0	\$190,548	0
Gumball Alley	\$25,000	\$0	\$25,000	0
Village Façade Program	\$15,000	\$0	\$15,000	0
Housing Projects:				
Housing Initiatives	\$90,000	\$37,547	\$52,453	11
Public Service Projects:				
Lafayette Urban Ministry	\$7,125	\$6,531	\$594	389
YWCA (DVIPP)	\$3,635	\$3,035	\$600	17
Food Finders Food Bank	\$4,750	\$3,563	\$1,187	1,887
Mental Health America of Tippecanoe County	\$6,290	\$4,718	\$1,572	633
Lafayette Transitional Housing Center – Supportive Services Prog.	\$4,750	\$3,563	\$1,187	639
Tippecanoe County Council on Aging	\$5,700	\$5,225	\$475	40
Riggs Community Health Center	\$2,850	\$2,138	\$712	19
Tippecanoe County Child Care	\$19,000	\$15,830	\$3,170	12
Family Services, Inc. - Homemaker Services	\$3,325	\$2,775	\$550	18
Lafayette Transitional Housing Center – Family and Singles Prog.	\$7,600	\$5,700	\$1,900	138
Midland Meals	\$2,955	\$2,216	\$739	138
Administration:				
CDBG Administration	\$85,000	\$41,608	\$43,392	N/A
Total Remaining Balance			\$339,079	

The City of West Lafayette allocated 15 percent of its CDBG allocation toward public services, homelessness prevention, childcare subsidies, case management services and healthcare referrals. Over \$55,200 was spent to help 3,898 individuals through the use

of public services. Ninety-six percent of those individuals earned less than 30 percent of the area median family income.

The majority of households receiving assistance in 2010 earned less than 30 percent of the area median family income. Table I-VII shows the housing beneficiaries by income level and type of household. Only homeowners were served by housing programs in the CDBG program.

<i>Table I-VII CDBG Beneficiaries by Income</i>	0-30% MFI	31-50% MFI	51-80% MFI
Public Services	3,834	95	60
Homeowners	0	3	5

Appendix C shows total beneficiary information for each project. Sixty-nine percent of the beneficiaries from these programs were white/non-Hispanic, 26 percent of the beneficiaries were African American or black and other minorities made up the remaining 5 percent of beneficiaries.

Appendix D shows the financial summary of the program year. It outlines the amount of funds spent from the current year and previous years, as well as utilization of any program income from previous years. Program Income is any income that is derived from projects funded with CDBG dollars. The City of West Lafayette collected \$241,294 of program income in 2010. All but \$10,013 was spent on housing projects in 2010.

The City of West Lafayette will utilize funds for loans on certain homeownership projects. The loans are all forgivable loans after a designated set amount of time. The forgivable time period on loans range from 5 years to 15 years. The City currently has 14

outstanding loans in its portfolio with a value of \$122,265.21. Because of the forgivable nature of these loans, none of them are in default.

Antipoverty Strategy

1. Describe actions taken during the last year to reduce the number of persons living below the poverty level.

Program Year 1 CAPER Antipoverty Strategy response:

The anti-poverty strategy for the area was based on funding programs with holistic approaches to their services. Many of the programs, in addition to providing emergency shelter or transitional housing assistance also provide case management and referrals to other programs to help their clients become self-sufficient. During the 2010 fiscal year, the City of West Lafayette funded 3 such programs that served 1,181 West Lafayette residents.

NON-HOMELESS SPECIAL NEEDS

Non-homeless Special Needs

*Please also refer to the Non-homeless Special Needs Table in the Needs.xls workbook.

1. Identify actions taken to address special needs of persons that are not homeless but require supportive housing, (including persons with HIV/AIDS and their families).

Program Year 1 CAPER Non-homeless Special Needs response:

The City of West Lafayette utilized CDBG public service dollars to fund social services that may assist people with special needs. However, it is unknown through the current reporting system how many special needs individuals had been served. Public service agencies primarily serve people who are homeless or at risk of homelessness. Through the Homelessness Intervention and Prevention Network, the City supported applications to the state of Indiana for Emergency Shelter Grant dollars and Continuum of Care dollars, alternative grants from the U.S. Department of Housing and Urban Development. Public dollars, matched by funding from the United Way of Greater Lafayette and other private resources, helped serve individuals with special needs.

The City of West Lafayette is amending its annual report from outside agencies. The new report will be user friendly and ask for complete information for each CDBG funded project and program. The report will be concise and clear, enabling City staff to find information about year-end accomplishments more easily and efficiently. This will serve not only to report to HUD, but to elected officials and the public.

Specific HOPWA Objectives

*Please also refer to the HOPWA Table in the Needs.xls workbook.

1. Overall Assessment of Relationship of HOPWA Funds to Goals and Objectives
Grantees should demonstrate through the CAPER and related IDIS reports the progress they are making at accomplishing identified goals and objectives with HOPWA funding. Grantees should demonstrate:
 - a. That progress is being made toward meeting the HOPWA goal for providing affordable housing using HOPWA funds and other resources for persons with HIV/AIDS and their families through a comprehensive community plan;
 - b. That community-wide HIV/AIDS housing strategies are meeting HUD's national goal of increasing the availability of decent, safe, and affordable housing for low-income persons living with HIV/AIDS;
 - c. That community partnerships between State and local governments and community-based non-profits are creating models and innovative strategies to serve the housing and related supportive service needs of persons living with HIV/AIDS and their families;
 - d. That through community-wide strategies Federal, State, local, and other resources are matched with HOPWA funding to create comprehensive housing strategies;
 - e. That community strategies produce and support actual units of housing for persons living with HIV/AIDS; and finally,
 - f. That community strategies identify and supply related supportive services in conjunction with housing to ensure the needs of persons living with HIV/AIDS and their families are met.
2. This should be accomplished by providing an executive summary (1-5 pages) that includes:
 - a. Grantee Narrative
 - i. Grantee and Community Overview
 - (1) A brief description of your organization, the area of service, the name of each project sponsor and a broad overview of the range/type of housing activities and related services
 - (2) How grant management oversight of project sponsor activities is conducted and how project sponsors are selected
 - (3) A description of the local jurisdiction, its need, and the estimated number of persons living with HIV/AIDS
 - (4) A brief description of the planning and public consultations involved in the use of HOPWA funds including reference to any appropriate planning document or advisory body
 - (5) What other resources were used in conjunction with HOPWA funded activities, including cash resources and in-kind contributions, such as the value of services or materials provided by volunteers or by other individuals or organizations
 - (6) Collaborative efforts with related programs including coordination and planning with clients, advocates, Ryan White CARE Act planning bodies, AIDS Drug Assistance Programs, homeless assistance programs, or other efforts that assist persons living with HIV/AIDS and their families.
 - ii. Project Accomplishment Overview
 - (1) A brief summary of all housing activities broken down by three types: emergency or short-term rent, mortgage or utility payments to prevent homelessness; rental assistance; facility based housing, including development cost, operating cost for those facilities and community residences

- (2) The number of units of housing which have been created through acquisition, rehabilitation, or new construction since 1993 with any HOPWA funds
 - (3) A brief description of any unique supportive service or other service delivery models or efforts
 - (4) Any other accomplishments recognized in your community due to the use of HOPWA funds, including any projects in developmental stages that are not operational.
- iii. Barriers or Trends Overview
 - (1) Describe any barriers encountered, actions in response to barriers, and recommendations for program improvement
 - (2) Trends you expect your community to face in meeting the needs of persons with HIV/AIDS, and
 - (3) Any other information you feel may be important as you look at providing services to persons with HIV/AIDS in the next 5-10 years
- b. Accomplishment Data
 - i. Completion of CAPER Performance Chart 1 of Actual Performance in the provision of housing (Table II-1 to be submitted with CAPER).
 - ii. Completion of CAPER Performance Chart 2 of Comparison to Planned Housing Actions (Table II-2 to be submitted with CAPER).

Program Year 1 CAPER Specific HOPWA Objectives response:

Not Applicable.

OTHER NARRATIVE

Include any CAPER information that was not covered by narratives in any other section.

Program Year 1 CAPER Other Narrative response: